

***CJIA Executive Committee
February 6, 1998
Meeting Minutes***

Members present:

Todd Sander, Department of Information Services (Co-Chair)
Jan Michels, King County Clerk's office (Co-Chair)
Mike Vandiver, Washington State Association of Sheriffs and Police Chiefs
Terry Humphrey, Association of County and Cities Information Systems
Sue Fleener, Department of Licensing
Dale Putnam, Department of Corrections
Gary Robinson, Office of Financial Management
Robert LaMoria, Office of the Attorney General
Dave Guthmann, Juvenile Rehabilitation Administration
Captain John Broome, Washington State Patrol
Rick Coplen, Office of the Administrator for the Courts
Kim Eaton, Yakima County Clerk's office (via telephone)

Todd Sander called the meeting to order at 1:30 p.m. Todd provided a brief history of the Justice Information Committee (JIC) and Criminal Justice Information Act (CJIA). He stated this was the first meeting of the CJIA since the shift of Justice Information Network (JIN) coordination responsibility from the Office of Financial Management (OFM) to the Department of Information Services (DIS).

The JIC decided at their last meeting to meet every other month, on the first working Monday of the month from 1:30 – 3:30 in the DIS Boardroom, beginning April 6, 1998.

Jan Michels asked that JIN Mission Statement be provided along with the meeting minutes to members. She also mentioned the resolutions in support of JIN are being signed by the local associations.

Gary Robinson stated the transition of JIN from OFM to DIS has been a very positive one and that the agencies have met several times to discuss the transfer and issues that need to be addressed.

Todd stated that future meetings notices, agendas, and minutes will be posted on the DIS website at <http://www.wa.gov/dis/techcentral/events.htm>. Members will continue to be notified either via fax or e-mail of meeting agendas.

A Justice Information Network Project Coordinator has been hired. Dennis Hausman will be joining DIS on February 17, 1998 to begin his new duties. Dennis' phone number is (360) 902-3463 and e-mail address is dennish@dis.wa.gov.

Gary Robinson recommended a sub-committee be formed to create a process to evaluate new funding requests and make recommendations to the JIC. The Executive Committee members concurred.

Gary Robinson made a motion that the Executive Committee allocate \$50,000 to Yakima County for the general terms Spillman contract to be made available to other jurisdictions. The motion carried unanimously.

Mike Vandiver suggested two issues for JIC/CJIA to address regarding the Intergovernmental Network. The first being the allocation of costs, and the second is to identify who the users of the network are. Sue Fleener stated that the Department of Licensing (DOL) is the information provider in this network, providing information to those agencies who request it and that DOL is trying to move away from having numerous networks. It was decided that the JIN Project Coordinator should meet with the CJIA Executive Committee members and gather more information on this matter.

Agency Roundtable

Mike Vandiver: An update on the WASPC/SEARCH project was provided. The goal is to move from a uniform crime reporting system to incident based reporting system, and to eventually join a nation-wide implementation.

Dave Guthmann: Juvenile Rehabilitation Administration (JRA) has requested funding from OFM for a feasibility study to collect data and interface the information with other agencies electronically.

John Broome: Dale Putnam will be working for Washington State Patrol beginning February 17th to assist in the WACIC and WASIS rewrite, and to ensure the existing system is Year 2000 compliant.

Rick Coplen: Stated that the Year 2000 effort needs to be coordinated with local counties and cities i.e., system changes within state agencies needs to be coordinated with counties and cities to ensure the systems are compatible. Todd will forward this issue to John Saunders of the Year 2000 office and prepare a letter to be sent to the local counties and cities notifying them of changes within the state that may affect their systems.

Jan Michels: King County Immigration Project, engaged Coplen and Associates for a multi-year contract. The project will allow information to be shared electronically within law & justice agencies in King County.

Dale Putnam: The Offender Based Tracking System (OBTS) feasibility study is scheduled for completion by August of 1998. Dale will continue in his role on the Executive Committee as the DOC representative until his replacement can be hired.

Sue Fleener: The Business and Technology Assessment Project (BTAP) feasibility study will be subject to Legislative Transportation Committee for consideration/approval.

Terry Humphrey: The Association of Counties and Cities (ACCIS) are currently addressing the Year 2000 issues.

Meeting schedule for the CJIA Executive Committee has been set for the third Wednesday of every month from 1:30 – 3:30 in the DIS Boardroom.

Meeting Adjourned.